

WEST HARTFORD PUBLIC LIBRARY BOARD MINUTES
Monday, January 27, 2025, 6:30 p.m.

1. CALL TO ORDER

Chair, Gail Crockett called the Library Board to order at 6:45 p.m. Present were Board members, Kim Cohen, Eileen Daly, EJ Greenspan, and Natalia Menjivar, Library Director, Laura Irmscher, and Heidi Reagan, recorder.

2. PUBLIC COMMENT - none

3. APPROVAL OF THE CONSENT AGENDA (Items 3a, ,3b, 3c)

- a. Approval of the Minutes of the October 28, 2024, Meeting
- b. Library Administrative Report
- c. Budget Report

MOTION: On a motion made by Natalia Menjivar and seconded by EJ Greenspan, the Board unanimously approved the Consent Agenda.

4. CHAIR’S REPORT

- a. Election of Officers
 - a. Chair – Gail Crockett
 - b. Vice – Chair – EJ Greenspan
 - c. Secretary – Eileen Daly

MOTION: On a motion made by Kim Cohen, and seconded by Eileen Daly, the Board unanimously approved the slate of officers for 2025.

- b. Director’s Evaluation
 - a. Laura Irmscher will provide a self-evaluation to Board Members by Friday, January 30th.
 - b. Board members will review it individually and add comments.
 - c. A Special Session will be held with Board Members and Laura Irmscher to discuss the results.

5. BUSINESS REPORT

- a. FY26 Budget
 - a. Submitted to Town Manager in early January
 - b. The funding requested was level with the previous year, except for wage increases for both FT and PT staff that are commensurate with updated Union contracts
 - c. Proposed an expansion of Library hours using the following scenarios
 - 1. Expand Sunday hours to cover September through May
 - 2. Open Thursday evenings until 8 at NWL
 - 3. Open all day Tuesday, 10-8, at Bishops
 - d. Scenarios 1 and 2 will require a FT (Youth Services) position

- e. Town Manager will review submissions and meet with individual departments and Finance to discuss
 - f. Budget is expected to go to Town Council in March, meeting with Human & Community Services subcommittee to present Library budget.
- b. Library Board Bylaws
 - a. Corporation Counsel is reviewing all Board and Commissions bylaws
 - b. Will work with the Library Board to update theirs
 - c. The appeals process will need to be addressed in particular
 - d. The Board should review the bylaws to see if there is anything further they would like to address.
- c. Next Meeting Date
 - a. Laura Irmscher has a conflict on February 24, 2025, and has requested a new date
 - b. Wednesday, February 12, 2025, 5:30 pm – the Board will hold a Special Session, held remotely, to discuss the Director’s evaluation
 - c. Wednesday, February 19, 2025, 6:00 pm – the Board will hold a Special Session, held in person, to discuss the Director’s evaluation with her.

6. APPEAL STATUS

MOTION: On a motion made by EJ Greenspan and seconded by Natalia Menjivar, the Board unanimously agreed to discuss the outstanding appeal made to the Board by a Library patron.

- a. The individual has hired an attorney
- b. They have not responded to proposed meeting dates.
- c. The one-month ban from the Library has expired, but the ban from the *New Yorker* group is indefinite; therefore, there is no statute of limitations on the appeal.

7. DIRECTOR’S REPORT

- a. Save the Date for the Gertrude Blanks Storytelling Celebration
 - a. March 20, 2025 (World Storytelling Day)
 - b. This year’s theme is “Everyone’s Grandmother”: Stories of the People Who Shaped Us
- b. Technology Classes
 - a. Basic classes for new technology learners scheduled for Faxon and Noah Webster
- c. Silent Book Club
- d. Children’s Preschool Room Refresh Update
 - a. Preschool Room is now open after being closed for two weeks for a refresh
 - b. New paint, new toys, new furniture, thorough cleaning
 - c. Funded by the Michael Wilder bequest
- e. Winter Madness Book Tournament
 - a. Bracket-style competition starting January 21, 2025, with a new round of voting every two weeks
- f. Sunday Hours

- a. Noah Webster will be open Sundays from 1-5pm starting February 23-May 4, 2025.

8. ADJOURNMENT

MOTION: The Library Board Meeting was unanimously adjourned at 7:30 pm. The next scheduled Board Meeting is a Special Session to be held remotely at 5:30 pm, February 12, 2025.

Respectfully submitted,

Eileen Daly
Board Secretary